

County of Door DEPARTMENT OF SOCIAL SERVICES

County Government Center
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Social Services Board Meeting June 8, 2010

1. Call to Order: Chair Mark Moeller called the June 8, 2010 meeting of the Social Services Board to order at 1:00 p.m. Board members present were Patrick Olson, Dale Wiegand, Ben Meyer, and Charles Brann. Department staff present were Roger Tepe, Doreen Weyenberg, Kay Englebert, Mike Van Ess, and Joanne Ator. Bev Knutson was excused for a portion of the meeting.

2. Establish a Quorum: Enough Board members were in attendance to establish a quorum (5 out of 5 members were present).

3. Approve Agenda: Motion by Charles Brann, second by Patrick Olson to adopt the agenda as posted. Motion carried.

4. Public Participation / Supervisor Response: Susan Kohout, with the League of Women Voters, introduced herself. She will be observing the Social Services Board meetings. No supervisor's response was given.

5. Review and Approve Minutes of Social Services Board Meeting and Joint Board Meeting with Social Services and Community Programs. Motion by Ben Meyer, seconded by Dale Wiegand to approve the minutes of the May 11, 2010 1st Public Hearing on the 2011 Programs and Budget for the Department of Social Services and the Senior Resource Center and the regular meeting of the Social Services Board. The motion carried unanimously.

Motion by Dale Wiegand, seconded by Charles Brann to approve the minutes of the May 18, 2010 Community Programs and Social Services Boards Special Joint meeting. The motion carried unanimously.

6. Review and Approve Vouchers to be paid in June 2010. Upon review and discussion, motion by Ben Meyer, second by Patrick Olson to approve the vouchers as submitted and detailed below:

Social Services

Total Social Services expenditures submitted for approval	\$ 118,209.88
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Senior Resource Center

Total Senior Resource Center expenditures submitted for approval	\$ 15,403.25
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Total Expenditures for approval	<u>\$ 133,613.13</u>
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The motion carried unanimously.

7. Old Business: Roger Tepe shared a draft of a "Thank you letter" that he prepared for the Board Members. After reviewing the letter, the Board members signed it; and asked Roger to share the letter with the staff. The letter was thanking the staff for their efforts and efficiency in managing programs / budgets for the 2009 calendar year. All units in Social Services and the Senior Resource Center had funds returned to the Undesignated General Fund that totaled approximately \$684,000.00 (amount not yet audited). Mark Moeller further requested that the thank you letter be forwarded to all members of the County Board, to be included as correspondence in their June meeting packet.

8. New Business – Action Required.

a.) Completion of Probationary Period for Michael Van Ess: Roger Tepe requested the change of status from probationary to regular employee status for Michael Van Ess. Ben Meyer moved that Michael J. Van Ess be changed from probationary to regular employee status, effective July 1, 2010; and that the matter be referred to the Administrative Committee for their final approval at their June 15, 2010 regular meeting. Charles Brann seconded the motion, the motion carried unanimously.

b.) Acceptance of Grant for Implementation of the Mental Health Screening Tool: The Child & Family Services Unit received a grant of \$7,400.00. The grant is a pilot to implement a new Mental Health Screening Tool for child protection and child welfare matters. With this grant, the Unit is obligated to spend approximately two thirds of the amount for consultation / training. Chairman Mark Moeller asked that either Dori Weyenberg or Roger Tepe attend the County Board Meeting to discuss / explain this grant to the Board members. Ben Meyer moved that the Social Services Board accept this \$7,400.00 grant for professional consultation expenses and related implementation costs for the Mental Health Screening Tool pilot program, subject to final acceptance by the Door County Board of Supervisors. Dale Wiegand seconded the motion. The motion carried unanimously.

9. New Business – Informational Only.

a.) 2011 Budget – Next Items Up for Board Review / Approval: Roger Tepe informed the Board that payroll sheets will be coming the week of June 14th. Once that is received, a budget can be built around those figures. There is a pending reclassification and retirement to take into consideration; along with the requesting of replacement staff for the vacated position(s). In the IS Outlay for 2011, there will be a request for new computers for the remaining units (Child & Family Services and Clerical), a laptop, headsets, and technical assistance to build an interface joining both eWiSACWIS and the County's financial system. The State is offering a \$15,000 – 20,000 grant to assist with the cost of this project.

b.) New Senior Resource Center / Public Health Building: The request for a new Senior Resource Center / Public Health building will be proceeding on to the Finance Committee meeting in July. Roger Tepe met with seniors at the Senior Resource Center on June 7th encouraging their presence at that meeting. Roger also requested that if any Social Services Board member(s) were planning on to attend the meeting to notify him; so he can have the possibility of a quorum properly noticed for the agenda. No action was taken.

10. Recurring Reports, Informational Only.

a.) **ADRC:** Roger Tepe reported that Buck Rhyme, the State consultant, will be coming June 15th to help Door County begin planning their ADRC. There will be two (2) departments affected by the ADRC, Social Services and Community Programs.

b.) **Family Care:** Since the last Board meeting, there have been four (4) – five (5) meetings related to Family Care. These meetings have been very comprehensive and copies of the minutes will be in the County's Board packet. Discussions took place about the history, what a Managed Care Organization (MCO) is, and what some of the problems that County's who are on-line now faced. Northeast Wisconsin Family Care is in the process of creating a district and a district board. The Board will consist of one member from each of the seven (7) counties, three (3) Consumer members, and two (2) members at large. The Consumer members need to represent the key target groups served by the MCO; frail elderly, physically disabled, and developmentally disabled. Not every county will have representation from a Consumer member. Term limits will be set and when the term is up, counties will be rotated when recruiting the next Consumer member. Stake holder meetings will be held for consumers and providers. Roger Tepe and Joe Krebsbach, Director of Community Programs, will be doing a presentation to the County Board in July pertaining to the upcoming resolution to create Northeast Wisconsin Family Care. Roger Tepe shared a checklist for Creating the Long Term Care (LTC) District.

Family Care is geared toward needs versus wants. Clients will receive services based on their needs, which may result in fewer services than they are currently receiving. The largest population in Family Care will be the frail elderly. The most expensive to provide services for will be the Developmental Disabled.

c.) **Transportation Projects:** Roger Tepe indicated that a selection was made for the Shared Ride Taxi service and a Letter of Intent was mailed. The company selected is from outside the area; and they will need to obtain a taxi license from the City of Sturgeon Bay. The City could deny issuing the taxi a license; and if that would be the case, the Shared Ride Taxi service would not be allowed to start operations. The estimated start date for the service would be August, 2010; and Boettcher Communications will be doing the marketing. Roger did state that in the selection process, 25% of the overall score is based on bid price and the other 75% is based on capacity, experience, competence, and completeness of the proposal.

11. Supervisor's Reports, Program Units, Informational Only (some deviations in the order of items occurred in this section).

a.) **Administrative Services:** Kay Englebert informed the Board that the auditors were here and everything went well. She also indicated that as of May, the department is at about 29% of budget.

d.) **Child and Family Services:** Dori Weyenberg reported to the Board that a juvenile was being placed at the Oconomowoc Developmental Training Center; where the average cost per month is \$10,000.00. She also pointed out that shelter care costs have been higher than in past months.

e.) **Economic Support:** Joanne Ator updated the Board members on the number of cases for FoodShare. She reported that 2,057 people are currently receiving FoodShare as of April 2010; which calculates out to be \$204,585.00 worth of food credit. There are

some vendors at Farmer's Markets that will accept the FoodShare card. Childcare has been very busy due to school being out. Joanne also informed the Board on the BadgerCare Plus Basic program. This program is available to individuals who are ages 19-64 and who are currently on the BadgerCare Plus Core plan's waiting list. There are approximately 48,000 individuals on the waitlist for the Core plan. This Basic plan has very limited coverage and a monthly premium of \$130.00 per individual. If the client misses one monthly premium payment, they will be off of the plan for one (1) year.

f.) Long Term Care: Mike Van Ess discussed the comment made by Randy Gunnlaugsson at the 1st Public Hearing last month. Randy's family member is in a CBRF (Community Based Residential Facility) and this individual's funds are depleting. Mike explained to the Board that this family member is on a waiting list, as are others. Those individuals on the waiting list are in the process of spending down their assets. By August 2010, three (3) individuals on the waiting list will run out money. Another five (5) to six (6) individuals will run out of funds by February 2011. There are currently 34 individuals on the waiting list. The Unit is doing their best to remove individuals from the waiting list. However there are obstacles the Unit faces to move the process along - one (1) less staff person, limited available staff hours, and the uncertainty of funding. The main goal is to keep clients at home and out of the nursing home.

Joanne Ator was excused at 3:44 p.m. for the remaining portion of the meeting.

Bev Knutson arrived at 3:47 p.m. and gave her Units' reports.

b.) Adult Protective Services Program: Bev Knutson indicated that June was Elder Abuse Awareness Month. A video produced by a national company will be shown at the Senior Resource Center and meal sites related to this topic. The I-Team is dealing with two (2) cases of hoarding. These cases pose health issues / concerns. The Board is interested in reviewing this video at their regular August Board meeting.

c.) Aging Unit / Senior Resource Center: Gretchen Schmelzer, a Board Member at Crossroads, was at the Senior Resource Center encouraging seniors to take advantage of and walk the trails at Crossroads. The Senior Resource Center's bus will be taking interested seniors to Crossroads on Tuesdays after lunch. The Senior Center bus will be providing transportation to those interested in attending the Family Centers – Parade of Ponds. A donation was made to assist with the cost of this event. The frozen meals program is expanding; and there is an interest for the program in Southern Door area.

g.) Director's Report: Roger Tepe did not provide any additional report(s).

The committee took no action on informational items presented.

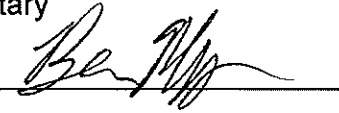
12. Set Next Meeting Date: The committee set its next monthly meeting for 1:00 p.m., July 13, 2010 at the Government Center in the Chambers Room. The 2nd Public Hearing on the 2011 budget will be conducted at this same meeting.

13. Adjournment: Motion by Patrick Olson, second by Ben Meyer to adjourn the meeting at 2:55 p.m., Motion carried.

Respectfully Submitted,

Christine Coulthurst
Recording Secretary

APPROVED BY:

A handwritten signature in black ink, appearing to be "Ben M", written over a horizontal line.

